

**Jail Population Management Subcommittee**  
**of the**  
**Sanford “Sandy” Krasnoff Criminal Justice Council**

MEETING AGENDA

THURSDAY, February 11, 2016

2:00pm – 3:00pm

- 
- |      |  |                      |
|------|--|----------------------|
| I.   | Opening Remarks                                  | Deputy Mayor Kopplin |
| II.  | Current Jail Population Trends                   | Sarah Schirmer       |
| III. | Strategic Plan Initiative Updates                | Sarah Schirmer       |
|      | a. Initiatives                                   |                      |
|      | b. Progress made since last meeting              |                      |
|      | c. Challenges faced since last meeting           |                      |
| IV.  | Feedback and solutions from Subcommittee Members | All                  |
| V.   | Next steps                                       | Sarah Schirmer       |
| VI.  | MacArthur Safety & Justice Challenge Update      | Sarah Schirmer       |

## **Criminal Justice Council Jail Population Management Subcommittee**

### **Minutes**

**February 11, 2016**

On February 11th, the Jail Population Management Subcommittee of the Criminal Justice Council convened at 2:07 pm in the 8<sup>th</sup> floor Homeland Security Conference Room in City Hall. The following persons were present/absent:

#### **Jail Population Management Subcommittee Members**

##### ***Present:***

Terrie Guerin (attending on behalf of Arthur Morrell)  
Blake Arcuri (attending on behalf of Sheriff Marlin Gusman)  
Charles West  
Chief Judge Desiree Charbonnet  
Chief Judge Laurie White  
Colin Reingold (attending on behalf of Chief Defender Derwyn Bunton)  
Chris Bowman (attending on behalf of Leon Cannizzaro)  
Frank Palestina  
Honorable Susan Guidry  
Judge Harry Cantrell  
Deputy Chief Paul Noel (attending on behalf of Superintendent Michael Harrison)

##### ***Absent:***

Andy Kopplin – Subcommittee Chair  
Jeffrey Rouse  
Judge Bobby Jones  
Judge Camille Buras  
Judge Candace Bates-Anderson  
Rebecca Dietz

#### **Office of Criminal Justice Coordination Staff**

##### ***Present:***

Sarah Schirmer  
Melody Chang  
DuBois Winford

## **I. Welcoming and Opening Remarks**

Charles West called the meeting to order at 2:07 p.m. in the Homeland Security Conference Room on the 8<sup>th</sup> floor of City Hall.

Mr. West welcomed everyone to the meeting and thanked everyone for their continued cooperation. The purpose of the meeting was to provide a progress report on the implementation of the Strategic Plan, discuss roadblocks to implementation, and collaboratively identify solutions.

## **II. Current Jail Population Trends**

Sarah Schirmer gave the Subcommittee an update on jail population trends. Ms. Schirmer compared two snapshots of the population from August 2015 and January 2016. Ms. Schirmer discussed changes in the make-up of the population and lengths of stay for different legal groups.

## **III. Strategic Plan Initiative Updates**

- a. Initiatives**
- b. Progress made since last meeting**
- c. Challenges made since last meeting**

Ms. Schirmer presented on the progress of each initiative in the Strategic Plan. For each Initiative, Ms. Schirmer discussed implementation activities that occurred since the last meeting, current challenges to implementation, and the key performance measures that the Subcommittee will use moving forward to track outcomes and progress towards population reduction goals.

Ms. Schirmer invited comments and suggestions from the Subcommittee members. There was brief discussion among the Subcommittee on individual initiatives.

- Fines and Fees Amnesty: Judge Early has been participating in the Municipal Court at the Mission pilot program.
- Court Date Notification/Reminder System: Ms. Schirmer asked members to describe how defendants' contact information is currently collected. Municipal Court sources information from summons registers which does not have a field for defendant's phone number but this could be added. Criminal District Court collects defendant information from bond documents. There was a question from the Subcommittee as to whether the notification system could send texts to lawyers in addition to defendants.
- Redesign Language on Summons and Subpoena Forms: Judges for Municipal Court and Criminal District Court, respectively, assume responsibility for approving changes made to the form. Subpoena forms are purchased by the court by the thousands but it would be easy to switch out old forms for new forms.
- Maximize Use of Administrative Sanctions: Probation and Parole can only track the use of sanctions for cases that are still open. Currently, 49 active probation cases statewide show the use of administrative sanctions, half of which are from Orleans Parish. Probation officers

currently sign off on the use of sanctions but do not do a good job of getting notice to the judges. Probation and Parole uses a sanctions grid to produce statewide consistency in use of sanctions.

- Expedited Screening for Victimless Crimes: When there are zip and ship issues, any user should call the City's IT Help Desk at 658-7800 so that the City's IT can begin to catalogue the nature of zip and ship problems. The courts experience delays in discovery because of body cam evidence which sometimes officers review for the first time in court. The DA's office is currently unable to download body camera footage directly from evidence.com.
- Expand Magistrate Court's Use of Release on Recognizance: The Mayor's Office of Criminal Justice Coordination (OCJC) needs someone in CDC to look at issues that prevent eligible defendants from receiving an ROR and work together to figure out if there is a way to transcend the barrier. Homelessness can prevent someone from receiving an ROR because the court is unable to get service to him or her. Chief Judge Laurie White volunteered to review a list of eligible defendants who did not receive an ROR.
- Advocate for Expanded Statutory Eligibility for ROR: OCJC is not aiming to pass legislation during this upcoming spring session. For charges that are statutorily restricted, judges still retain discretion to set a low bond if they want to see the person released. PWIT and PWIT marijuana, specifically, remain an area where judicial discretion could be restored.
- Broader Implementation of aiSmartBench in CDC: The pilot in CDC for the first four courtrooms is ready to be launched. The budget for broader implementation in CDC will need to be re-visited as the clerk's office will need resources to scan files.
- Decrease Impact of Detainers on Probationers: Probation and parole has been tracking decreases in number of probationer detained.
- Multi-Court Case Processing: Defendants with Municipal charges do not get brought to court if they have felony charges. The Sheriff's Office has a space issue and cannot put defendants they determine to be high, medium, and low security threat together in the same holding cell.
- OPSO Transport to Court Policies and Procedures: The courts continue to experience delays in defendants who are not transported to court for scheduled court appearances.

#### **IV. Next Steps**

Ms. Schirmer described the next steps for implementation. OCJC will send out a list of action items developed during the meeting and be in touch about other next steps for individual initiatives. The Subcommittee will reconvene quarterly to receive Strategic Plan 'STAT' updates and function as oversight for the successful implementation of the plan.

#### **V. MacArthur Safety & Justice Challenge Update**

The City and Sheriff's Office jointly submitted an application to the MacArthur Foundation in January 2016 to be considered for funding to implement another plan to reduce the jail population. The

strategies included in the MacArthur plan complement the Subcommittee's work. The MacArthur Foundation will announce award winners in April.

The meeting adjourned at 3:12 p.m.

**Attachments**

February 11, 2016 Jail Population Management Subcommittee Action Items

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#	Action Item	Initiative	Responsible Party	Assigned	Status
1.	Explore use of text message reminders for lawyers in addition to defendants	Court Date Notification/Reminder System	Office of Criminal Justice Coordination	2/11/2016	---
2.	Develop protocol for probation officers to routinely send notice to CDC Judges regarding use of administrative sanctions	Maximize Use of Administrative Sanctions	Frank Palestina	2/11/2016	---
3.	Review internal policy and practice regarding officers' review of body camera evidence and upload to evidence.com	Expedited Screening for Victimless Crimes	Deputy Chief Paul Noel	2/11/2016	---
4.	Request data from other parishes and jurisdictions on rates of ROR usage	Expand Criminal District Court's Use of ROR	Office of Criminal Justice Coordination	2/11/2016	---
5.	Review list of ROR-eligible defendants who did not receive an ROR and create list of challenges	Advocate for Expanded Statutory Eligibility for Release on Recognizance	Judge White, Judge Cantrell, Office of Criminal Justice Coordination	2/11/2016	---
6.	Send OCJC information on budgetary needs	Broader Implementation of aiSmartBench in CDC	Clerk of Court	2/11/2016	---